



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

May 25, 2010

To: All Department Heads
From: William T Fujioka
Chief Executive Officer

RETROACTIVE CONTRACTS ANNUAL SURVEY – (ITEM NO. 25, AGENDA OF MAY 22, 2007)

On May 22, 2007, the Board of Supervisors directed the Chief Executive Officer (CEO) to provide an annual report identifying all retroactive and pending retroactive payments approved by the Board for each department.

In August 2007, the Retroactive Contract Review Committee (RCRC) was created with committee members composed of representatives from Auditor-Controller, Internal Services Department, and CEO. RCRC reviews any retroactive contracts before being placed on the Board's agenda for approval. As part of the review process, departments are required to prepare a report explaining the circumstances that led to the retroactive occurrence, as well as corrective action measures implemented to prevent recurrence and any disciplinary actions. For each retroactive matter, RCRC provides a final recommendation that is reflected in the subsequent Board letter.

CEO is currently compiling all retroactive contracts filed with RCRC for this fiscal year. Using the attached template, please list any pending retroactive contract information that has been identified, but not yet filed with RCRC, and provide the information to James Hazlett via E-mail at jhazlett@ceo.lacounty.gov by **Friday, June 11, 2010**.

Should you have any questions regarding this correspondence, please let me know, or your staff can contact Mr. Hazlett at (213) 974-1148. We will utilize the compiled information from the Survey to report back to the Board. Thank you for your assistance in this effort.

WTF:BC:MKZ
FC:JH:pg

Attachment

c: Each Supervisor

2010-05 – 05-25-10 Retroactive Contracts Annual Survey – Item No 25 Agenda of May 22 2007

"To Enrich Lives Through Effective And Caring Service"

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PENDING RETROACTIVE CONTRACTS

AS OF JUNE 15, 2010

DEPARTMENT	SERVICES	CONTRACTOR	AMOUNT	COMMENTS